

Functional Design

CATEGORY

Outbound Interface

ITSM INCIDENT#

N/A

APPLICATION OVERVIEW

This interface will extract journal data from Cardinal to be distributed to the various agencies for reconciliation purposes. Interfacing agencies that have their own financial systems have the ability to interface GL journals into Cardinal via the GL600 Journal Upload-Agencies. Once journals are processed and posted in Cardinal, this interface will extract the agency GL journal data. In batch, extracts will run on a nightly basis whereupon the interface produces a flat file containing the journal data that matches the selected criteria from the interface run control page.

The extract is created per business unit and sent to the file server for pick up. The flat file generated will then be utilized by the agencies for auditing, reconciliation, and verification purposes.

Supported Business Processes

Create and Process Journals

Description

- This interface extracts all posted journal data from the journal tables to help agencies reconcile. The interface will include journals entered online, sub-module journals, journals interfaced from agency systems via the Journal Upload, journal loaded through the spreadsheet journal upload, CIPPS payroll journals, and journals entered by DOA. In Wave 2, FAACS journals will be included.

Purpose / Use

- This interface would be used by agencies to audit and reconcile journal data between their systems and those of Cardinal to ensure successful processing occurred.

Processing Overview

1. If the interface is being run in batch, the run control parameters specified on the Run Control page will be passed to the interface, and the interface will be initiated at the scheduled day and time.
2. If the interface is being run ad-hoc by the Cardinal Post Production Support (PPS Team), PPS navigates to the run control page for the interface, enters the run control criteria by which the interface is to be executed, and initiates the interface.
3. The interface retrieves data from the JRNL_HEADER and JRNL_LN records that fall under the criteria defined within the run control parameters and writes the data for each record to a fixed length outbound flat file utilizing a pre-defined file layout and structure.

4. A message log file will be produced for each file generated with the results of the journal extract. This message log will be reviewed by PPS. If the extract was successful, it will give a count of the number of journal header and journal line rows extracted by business unit. If the extract fails, it will display the appropriate error messages.
 - Message Logs
 - Business Unit
 - Journal Header Counts
 - Journal Line Counts
 - Error Messages
 - Any runtime error messages encountered will be capture via the standard message log under the View/Log Trace directory.
 - There should be no data related errors as the process will be pulling already validated Journal data from the PeopleSoft system and writing that data to a flat file.
5. The run control page will include the following fields:
 - Fiscal Year, Period From/To, Posted Date Range: The interface can be run for a Posted Date range, for a Fiscal Year, or for a Fiscal Year and Period Range. When the interface is run in batch for Part 3, the extract will be run for the current day's Posted Date, however, it can be run ad-hoc by PPS for different criteria, if needed.
 - Ledger (required): When the interface is run in batch for Part 3, the extract will be run for the ACTUALS ledger.
 - Journal Source (optional): When the interface is run in batch for Part 3, this field will be left blank.
 - GL Business Unit grid (required): A grid will be used where one or multiple GL Business Units can be selected. When the interface is run in batch for Part 3, the extract will be run for the GL Business Units of the agencies using this interface.
6. Each journal header row inserted into the extract file will have two or more journal line rows associated with it.

IMPACTED OBJECT INVENTORY AND DESCRIPTION

IMPACTED OBJECTS

Please refer to the Impacted Objects section of the technical design below for a full list of impacted objects related to this work unit

RELATED LEGACY OBJECTS

In CARS, 52 agencies receive the CARS History Extract Interface, which will be the equivalent Journal Extract interface in Cardinal in the future. However, we will verify which agencies will use the interface based on the selections in Agency Task 12.

The following agencies use batch type 6s in CARS today:

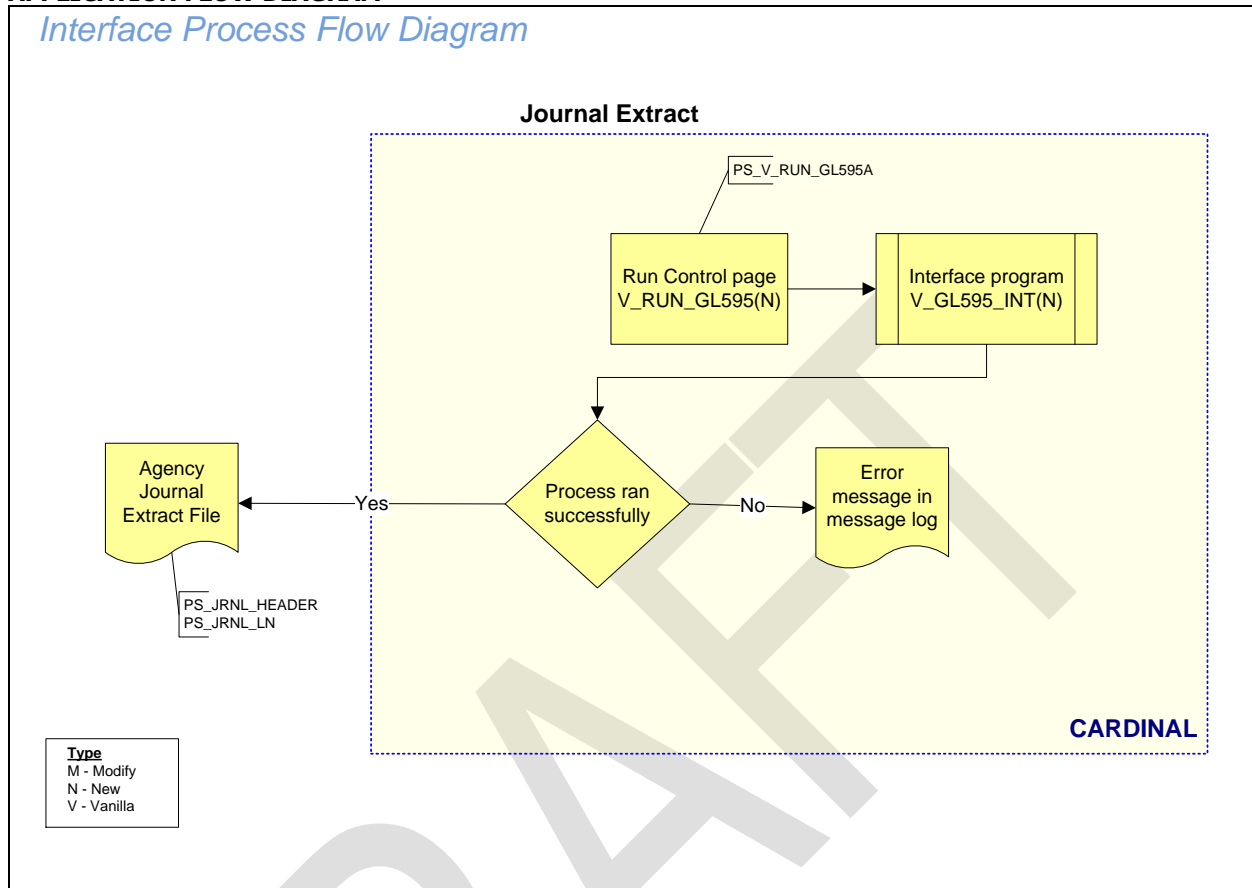
Parent Agency Name	Parent Agency Number
SUPREME COURT	111
VIRGINIA STATE BAR	117
DEPARTMENT OF EMERGENCY MANAGEMENT	127
DEPARTMENT OF MOTOR VEHICLES	154

VIRGINIA RETIREMENT SYSTEM	158
DEPARTMENT OF TAXATION	161
DEPT OF HOUSING & COMMUNITY DEVELOPMENT	165
STATE LOTTERY DEPARTMENT	172
VIRGINIA EMPLOYMENT COMMISSION	182
THE COLLEGE OF WILLIAM AND MARY IN VA	204
VPI & STATE UNIVERSITY	208
NORFOLK STATE UNIVERSITY	213
LONGWOOD UNIVERSITY	214
GEORGE MASON UNIVERSITY	247
VIRGINIA COMMUNITY COLLEGE SYSTEM	260
DEPARTMENT OF AGING AND REHABILITATIVE SERVICES	262
DEPT OF AGRICULTURE & CONSUMER SERVICES	301
DEPARTMENT OF GAME AND INLAND FISHERIES	403
DEPT OF MINES, MINERALS AND ENERGY	409
JAMESTOWN-YORKTOWN FOUNDATION	425
DEPT OF CORRECTIONS-CENTRAL ACTIVITIES	799
DEPARTMENT OF HEALTH	601
DEPARTMENT OF MILITARY AFFAIRS	123
AUDITOR OF PUBLIC ACCOUNTS	133
VIRGINIA INFORMATION TECHNOLOGIES AGENCY	136
DEPARTMENT OF THE TREASURY	152
DEPARTMENT OF STATE POLICE	156
COMPENSATION BOARD	157
STATE CORPORATION COMMISSION	171
VIRGINIA COLLEGE SAVINGS PLAN	174
DEPARTMENT OF LABOR AND INDUSTRY	181
DEPARTMENT OF GENERAL SERVICES	194
DEPT OF CONSERVATION AND RECREATION	199
DEPT OF EDUC-CENTRAL OFFICE OPERATIONS	201
VIRGINIA MILITARY INSTITUTE	211
VIRGINIA STATE UNIVERSITY	212
UNIVERSITY OF MARY WASHINGTON	215
JAMES MADISON UNIVERSITY	216
RADFORD UNIVERSITY	217
OLD DOMINION UNIVERSITY	221
CHRISTOPHER NEWPORT UNIVERSITY	242
VIRGINIA PORT AUTHORITY	407
DEPARTMENT OF ENVIRONMENTAL QUALITY	440
DEPT OF RAIL AND PUBLIC TRANSPORTATION	505

DEPT OF MEDICAL ASSISTANCE SERVICES	602
DEPT OF BEHAVIORAL HEALTH & DEVELOPMENTAL SERVICES	720
DEPARTMENT OF SOCIAL SERVICES	765
DEPARTMENT OF VETERANS SERVICES	912
DEPT OF ACCOUNTS-STATEWIDE ACTIVITIES	997
DEPT OF ALCOHOLIC BEVERAGE CONTROL	999
UNIVERSITY OF VIRGINIA - ACADEMIC DIV	207
UNIVERSITY OF VIRGINIA MEDICAL CENTER	209

ASSUMPTIONS

- Only journals in a posted status will be pulled into an extract file.
- The Journal Extract file will serve as confirmation to interfacing agencies that journal data received by Cardinal has been processed and posted
- Cardinal Extracts may be used to validate that interfaced transactions sent from agency systems were processed in Cardinal as intended, to identify transactions that were entered online in Cardinal, and to supplement the reconciliation of general ledger balances between the agency system and Cardinal.
- This extract will be provided to interfacing agencies that use the Journal Upload interface. For interfacing agencies that journal data via FINDS currently, this extract is the replacement for that.
- Agencies will map the provided Cardinal ChartField values to the associated field(s) within their system. No cross-walking will be done in Cardinal.
- Agencies will receive balanced journals out of Cardinal
- The design for this interface may need to be modified when additional PeopleSoft modules or additional business processes are implemented statewide in the future.

APPLICATION FLOW DIAGRAM*Interface Process Flow Diagram***FILE PROCESSING**

N/A.

RTM CROSS-REFERENCE

This modification satisfies the following requirements:

- GL595 - The system shall provide the ability to transmit detail journal data to external systems for reconciliation.

CONVERSION IMPACT

This modification has the following conversion impacts:

- N/A

CONFIGURATION IMPACT

This modification has the following configuration impacts:

- CGL005 through CGL013 – Cardinal ChartFields (i.e. Account, Fund, Program, FIPS, Department, etc.)
- CGL015 – Ledgers/Ledgers Groups
- CGL016 – GL Business Units
- CGL028 – Journal Source

CHANGE MANAGEMENT IMPACT

This modification has the following change management impacts:

- Users will need to be familiar with the Cardinal ChartFields and their values, since all cross walking needs to be done by the agency.
- Outbound journals will be sent as balanced lines.

SECURITY / SENSITIVE DATA IMPACT

This modification has the following security / sensitive data impacts:

- Appropriate security setup would need to be provided for access to run this interface.

TECHNICAL IMPACT

This modification has the following technical impacts:

- N/A

BATCH IMPACT

This modification has the following batch impacts:

- A new batch job will need to be created to process the agency GL journal extract.

RELATED WORK UNITS

This modification is related to the following work units:

- GL600 - Journal Upload - Agencies
- GL593 - Journal Inbound Error Report

TESTING SCENARIOS

#	Description
1	Run the interface for a business unit and a journal date range combination that is associated with no posted journals. The outbound file should contain no journal header or journal line rows and the control totals for each should show a count of 0.
2	Run the interface for a business unit and a journal date range combination that is associated with more than one posted journals. The outbound file should contain X number of journal header rows where X is the number of posted journals that fall under the given run control criteria. It should also contain Y journal line rows where Y is a number greater than or equal to X. Each journal header row should have one or more journal line rows associated with it.
3	Run the interface for a business unit and accounting journal date range combination that is associated with more than one posted journals and at least one journal that is not yet posted but otherwise meets the run control criteria. Capture the journal header count. Post any unposted journals that would otherwise meet the run control criteria. Count the number of journals that were posted. Rerun the interface. Validate that the journal header count is equal to the journal header count of the first run + the number of journals newly posted.

REPORT LAYOUT

A mock-up of the run control page is below:

CARDINAL
Favorites Main Menu > Cardinal Interfaces > GL Interfaces > Agency Journal Extract

Agency Journal Extract

Run Control ID: TEST [Report Manager](#) [Process Monitor](#) [Run](#)

Request Parameters

Posted Date Range
From Date: To Date:

File Sequence
 1

Fiscal / Period Range
Fiscal Year: From Period: To Period:

Journal Source

Ledger Selection
Actuals

View All | First | 1-2 of 2 | Last

*Business Unit	Description		
15100	Department of Accounts	+	-
50100	VA Dept of Transportation	+	-

[Save](#) [Notify](#) [Add](#) [Update/Display](#) [Include History](#)

OPEN ISSUES

#	Phase	Issue	Owner	Response
1	FD	It needs to be determined whether agencies will be able to run interface programs on an Adhoc basis.	Mike Gambatese	Yes, We can run the interface program on both batch and adhoc basis.
2	FD	How would journals that are given a journal date in the past (e.g. prior to the date range representing the current week/month that the interface is to be run for) be picked up by the interface or otherwise handled? Would utilizing a journal's Posted Date rather than its Journal Date be a viable alternative in terms of resolving this issue?	Mike Gambatese	As per Mike G, It will be posted date
3	TD	10/24/13: During the Build phase, this design needs to be updated in order to use the new BU security roll-up tree. Additionally, a free form sequence number field will be added to the run control page to permit the PPS team to specify/override the sequence number assigned to the outbound file names (this sequence number will otherwise default to '001').	Mike Thompson	MT – Closed. While most extract interfaces will leverage the BU security tree, the Journal Extract is not one of those.

Note: The Open Issues section should be used by the technical designer to track open issues. This can also be used to track items that come up in peer review. Prior to going to inspection review all items should be addressed and grayed out.